

**U.S. Department of Commerce  
Provided By The Client (PBC) Control Sheet  
NOAA/BIS Segment Team**

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<i>Facilities Management (Personal Property)</i>					
1)		<p>Detail listing of <u>all personal property</u> from Sunflower by category (both hard and electronic form), which supports the property, plant, and equipment balance at</p> <p>a. June 13, 2006 b. September 13, 2006 c. September 30, 2006</p> <p>The listing should include the property ID number, property description, acquisition date, acquisition cost, useful life, accumulated depreciation and net book value.</p>	Interim 2 Final Final	a. 7/10/06 b. 9/19/06 c. 10/6/06	a. 7/18/06	Brian Mason	NOAA
2)		<p>Detail listing of <u>personal property activity</u> (addition, deletion, and adjustments) from Sunflower by category (both hard and electronic form**) for the following periods:</p> <p>a. October 1, 2005 – March 13, 2006 b. March 14, 2006 – June 13, 2006 c. June 14, 2006 – September 13, 2006 d. September 14, 2006 – September 30,</p>	Interim 1  Interim 2 Final Final	a. 4/20/06 b. 7/10/06 c. 9/19/06 d. 10/6/06	a. 4/20/06 b. 7/18/06	Brian Mason	NOAA

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		<p>2006.</p> <p>** Electronic form of additions, deletions and adjustments should be provided in Excel Spreadsheet format.</p> <p>The listing should include the property ID number, property description, acquisition date, acquisition cost, useful life, accumulated depreciation and net book value.</p>					
3)		A manually-prepared summary rollforward of all personal property categories for acquisition costs and accumulated depreciation for the period June 14 – September 30, 2006. See the description of rollforward information below.	Final	10/6/06		Brian Mason	NOAA
4)		<p>For <u>personal property acquisition costs</u>, a summary rollforward of all personal property by category (e.g. Satellites, NEXRAD, AWIPS, ASOS, CRS, Satellites-Ground Systems, Ships/Launches, Aircraft, Software Weather, Capital Leases-Weather, Other, Software-Non-weather, and Capital Leases-Non- weather , and any new categories) for the following periods:</p> <p>a. October 1, 2005 – March 13, 2006</p> <p>b. March 14, 2006 – June 13, 2006</p>	<p>Interim 1</p> <p>Interim 2</p> <p>Final</p>	<p>a. 4/20/06</p> <p>b. 7/10/06</p> <p>c. 9/19/06</p>	<p>a. 4/20/06</p> <p>b. 7/18/06</p>	Brian Mason	NOAA

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		c. June 14, 2006 – September 13, 2006 d. September 14, 2006- September 30, 2006  The rollforward should reflect the following columns: beginning balances, additions, deletions/retirements, adjustments, and ending balances.  For all rollforwards: <ul style="list-style-type: none"> <li>Beginning balance should agree to the prior period's audited ending balance.</li> <li>Ending balance should agree to the general ledger</li> <li>Ending balance should agree to the Sunflower detail report for the end of the period.</li> <li>Activity balances should agree to the Sunflower detail activity reports for the period.</li> <li>Supporting documentation should be provided for all adjustments to beginning balances.</li> </ul>	Final	d. 10/6/06			
5)		Reconciliation of Sunflower to CBS (general ledger) as of: a. March 13, 2006 b. June 13, 2006. c. September 13, 2006 d. September 30, 2006	Interim 1 Interim 2Final Final	a. 4/20/06 b. 7/10/06 c. 9/22/06 d. 10/9/06	a. 4/20/06 b. 7/10/06	Mike Vandeusen	NOAA

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		The reconciliation should be in a summarized format, with the detail referenced and the supporting documentation for the material items included.					
6)		<p>For <u>personal property accumulated depreciation</u>, a summary roll forward of all personal property by category (e.g. Satellites, NEXRAD, AWIPS, ASOS, CRS, Satellites-Ground Systems, Ships/Launches, Aircraft, Capital Leases, Other Non-Weather Property, and any new categories) for the following periods:</p> <ul style="list-style-type: none"> <li>a. October 1, 2005 – March 13, 2006</li> <li>b. March 14, 2006 – June 13, 2006</li> <li>c. June 14, 2006 – September 13, 2006</li> <li>d. September 14, 2006- September 30, 2006</li> </ul> <p>The rollforward should reflect the following columns: beginning balances, adjustments, depreciation, depreciation on deletes, accumulated depreciation on deletes, and ending balances.</p> <p>For all rollforwards:</p> <ul style="list-style-type: none"> <li>• Beginning balance should agree to the</li> </ul>	<p>Interim 1</p> <p>Interim 2</p> <p>Final</p> <p>Final</p>	<ul style="list-style-type: none"> <li>a. 4/20/06</li> <li>b. 7/10/06</li> <li>c. 9/19/06</li> <li>d. 10/6/06</li> </ul>	<ul style="list-style-type: none"> <li>a. 4/20/06</li> <li>b. 7/18/06</li> </ul>	Brian Mason	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<p>prior period's audited ending balance.</p> <ul style="list-style-type: none"> <li>Ending balance should agree to the general ledger</li> <li>Ending balance should agree to the Sunflower detail report for the end of the period.</li> <li>Supporting documentation should be provided for all adjustments to beginning balances.</li> </ul> <p>Activity balances should agree to the Sunflower detail activity reports for the period.</p>					
7)		<p>Listing of personal property deferred maintenance, if any, as of:</p> <p>a. June 13, 2006</p> <p>b. September 30, 2006</p>	Interim 2 Final	<p>a. 7/10/06</p> <p>b. 10/6/06</p>	a. 7/18/06	Brian Mason	NOAA
8)		<p>Listing of suspense items/unreconciled items, and explanations for each item as of:</p> <p>a. June 13, 2006</p> <p>b. September 30, 2006</p>	Interim 2 Final	<p>a. 7/10/06</p> <p>b. 10/6/06</p>	a. 7/18/06	Brian Mason	NOAA
9)		<p>Listing of unsupported items for personal property (items acquired FY 2002 and prior for which no support exists) as of:</p> <p>a. June 13, 2006</p> <p>b. September 30, 2006</p>	Interim 2 Final	<p>a. 7/10/06</p> <p>b. 10/6/06</p>	a. 7/18/06	Brian Mason	NOAA
10)		Detail listing of heritage asset information, in	Interim 2	a. 7/10/06	a. 7/18/06	Brian Mason	NOAA

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		both electronic and hard copy formats, as of a. June 13, 2006 b. September 30, 2006 The listing should include the location of each asset and should be grouped by the respective Finance Branch.  The heritage asset listing should support the new footnote to the financial statements.	Final	b. 10/6/06			
		<i>Facilities Management (Real Property)</i>					
11)		Detail listing of <u>all real property</u> from FRPM by category (both hard and electronic form), which supports the property, plant, and equipment balance at  Record: electronic format hard  a. June 13, 2006 b. September 13, and c. September 30, 2006  The listing should include the property ID number, property description, acquisition date, acquisition cost, useful life, accumulated depreciation and net book value.	Interim 1 Interim 2 Final	a. 7/10/06 b. 9/18/06 c. 10/6/06	a. 7/10/06	Mary Ann Whitmeyer/Gina Ziegenbein	NOAA
12)		Detail listing of real property <u>activity</u> (addition, deletion, and adjustments) from	Interim 1 Interim 2			Mary Ann	

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		<p>FRPM by category (both hard and electronic form**) for the following periods:</p> <ul style="list-style-type: none"> <li>a. October 1, 2005 - March 13, 2006</li> <li>b. March 14, 2006 – June 13, 2006</li> <li>c. June 14, 2006 - September 13, 2006</li> <li>d. September 14, 2006 – September 30, 2006.</li> </ul> <p>** Electronic form of additions, deletions and adjustments should be provided in Excel Spreadsheet format.</p> <p>The listing should include the property ID number, property description, acquisition date, acquisition cost, useful life, accumulated depreciation and net book value.</p>	Final Final	<ul style="list-style-type: none"> <li>a. 4/19/06</li> <li>b. 7/10/06</li> <li>c. 9/18/06</li> <li>d. 10/6/06</li> </ul>	<ul style="list-style-type: none"> <li>a. 4/19/06</li> <li>b. 7/10/06</li> </ul>	Whitmeyer/Gina Ziegenbein	NOAA
13)		<p><u>Real property</u> depreciation spreadsheets for the following periods:</p> <ul style="list-style-type: none"> <li>a. October 1, 2005 - June 13, 2006</li> <li>b. June 14, 2006 - September 13, 2006</li> <li>c. September 14, 2006 – September 30, 2006.</li> </ul>	Interim 2 Final Final	<ul style="list-style-type: none"> <li>a. 7/10/06</li> <li>b. 9/18/06</li> <li>c. 10/6/06</li> </ul>	a. 7/18/06	Mary Ann Whitmeyer/Gina Ziegenbein	NOAA
14)		For <u>real property acquisition costs</u> , a summary					NOAA

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		<p>roll forward of all real property by category (land, buildings, structures, leasehold improvements and capital leases) for the following periods:</p> <p>a. October 1, 2005 – March 13, 2006  b. March 14, 2006 - June 13, 2006  c. June 14, 2006 – September 13, 2006  d. September 14, 2006 - September 30, 2006</p> <p>The rollforward should reflect the following columns: beginning balances, additions, deletions/retirements, adjustments, and ending balances.</p> <p>For all rollforwards:</p> <ul style="list-style-type: none"> <li>Beginning balance should agree to the prior period's ending balance.</li> <li>Ending balance should agree to the general ledger</li> <li>Ending balance should agree to the RSMIS/FRPM detail report for the end of the period.</li> <li>Activity balances should agree to the RSMIS/FRPM detail activity reports for the period.</li> <li>Supporting documentation should also be provided for all adjustments to beginning</li> </ul>	<p>Interim 1  Interim 2  Final  Final</p>	<p>a. 4/19/06  b. 7/10/06  c. 9/18/06  d. 10/6/06</p>	<p>a. 4/19/06  b. 7/10/06</p>	<p>Mary Ann  Whitmeyer/Gin  a Zieginbein</p>	



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		balances.					
15)		<p>For <u>real property accumulated depreciation</u>, a summary roll forward of all real property by category (e.g. land, building, structures, leasehold improvements and capital leases) for the following periods:</p> <p>a. October 1, 2005 - June 13, 2006  b. June 14, 2006 - September 13, 2006  c. September 14, 2006 – September 30, 2006.</p> <p>The rollforward should reflect the following columns: beginning balances, adjustments, depreciation, depreciation on deletes, accumulated depreciation on deletes, and ending balances.</p> <p>For all rollforwards:</p> <ul style="list-style-type: none"> <li>Beginning balance should agree to the prior period's ending balance.</li> <li>Ending balance should agree to the general ledger</li> <li>Ending balance should agree to the FRPM detail report for the end of the</li> </ul>	Interim 2 Final Final	a. 7/10/06 b. 9/18/06 c. 10/6/06	a. 7/10/06	Mary Ann Whitemeyer/Gina Zieginbein	NOAA

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		<p>period.</p> <ul style="list-style-type: none"> <li>Supporting documentation should also be provided for all adjustments to beginning balances.</li> </ul> <p>Activity balances should agree to the FRPM detail activity reports for the period.</p>					
16)	*	<p>Copies of the quarterly reconciliations (including August) performed between Finance Office and Real Property personnel, with accompanying support for reconciling items, for the following periods:</p> <ol style="list-style-type: none"> <li>October 2005 through March 2006</li> <li>April through June 2006</li> <li>July through September 2006</li> </ol>	<p>Interim 1 Interim 2 Final</p>	<ol style="list-style-type: none"> <li>4/20/06</li> <li>7/10/06</li> <li>10/9/06</li> </ol>	<ol style="list-style-type: none"> <li>4/20/06</li> <li>7/10/06</li> </ol>	Mike Vandeusen	NOAA
17)		<p>Reconciliation of FRPM to CBS (general ledger) as of:</p> <ol style="list-style-type: none"> <li>March 13, 2006</li> <li>June 13, 2006.</li> <li>September 13, 2006</li> </ol> <p>September 30, 2006</p> <p>The reconciliation should be in a summarized format, with the detail referenced and the supporting documentation for the material items included.</p>	<p>Interim 1 Interim 2 Final Final</p>	<ol style="list-style-type: none"> <li>4/20/06</li> <li>7/10/06</li> <li>9/22/06</li> <li>10/9/06</li> </ol>	<ol style="list-style-type: none"> <li>4/20/06</li> <li>7/10/06</li> </ol>	Mike Vandeusen	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
18)		Detail listing of deferred maintenance for <u>real property</u> as of: June 30, 2006 September 30, 2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	Mary Ann Whitmeyer/Gen e Rodgers	NOAA
19)		Listing of FY 2006 purchases of land for labs, experiment stations or substations in the state of Hawaii.	Interim 2	7/10/06	7/10/06	Mary Ann Whitmeyer/Gin a Ziegenbien	NOAA
<i>Facilities Management (CWIP)</i>							
20)		NOAA CWIP Project List (which lists the task manager, line office, contact information, and project codes for each CWIP project) as of a. June 30, 2006 b. September 30, 2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	Daniel Bess	NOAA
21)		<u>Hard and electronic copies</u> of the CA500D CWIP S Report with the following criteria:  Bureau Code: 14 – NOAA Accounting Fiscal Year: ALL Fund Code: ALL Budget Activity: ALL Sub Activity: ALL Line Item: ALL Bureau Unique: ALL					

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		Project Code: ALL Org1 Code: ALL Ongoing/Complete: ALL  For the following GL End Date: a. June 13, 2006 b. September 13, 2006 c. September 30, 2006.	Interim 2 Final	a. 7/11/06 b. 9/18/06 c. 10/2/06	a. 7/10/06	Nick Bayer	NOAA
22)		<u>Electronic copy</u> of the query from DW of CWIP totals by project code. The file should be <u>by project codes total</u> . The project code totals and the overall total should agree to the hard copy of the CA500D CWIP Report.  For the following GL End Date:  For the following GL End Date: a. June 13, 2006 b. September 13, 2006 c. September 30, 2006.	Interim 2 Final	a. 7/11/06 b. 9/18/06 c. 10/2/06	a. 7/10/06	Nick Bayer	NOAA
23)		Breakdown of the 1720 CWIP balances by Line Office in both hard and electronic form of the CA500D Report .				Nick Bayer	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		For the following GL End Date:  a. June 13, 2006 b. September 13, 2006 c. September 30, 2006.	Interim 2 Final	a. 7/11/06 b. 9/18/06 c. 10/2/06	a. 7/10/06		
24)		Detailed breakdown of the 1832 Software account in both hard and electronic form of the CA500D report.  a. June 13, 2006 b. September 13, 2006 c. September 30, 2006.	Interim 2 Final	a. 7/11/06 b. 9/18/06 c. 10/2/06	a. 7/10/06	Nick Bayer	NOAA
25)		Balance of CWIP at June 13, and a roll forward from June 14 to September 30, 2006.	Interim 2 Final	a. 7/17/06 b. 10/2/06	a. 7/17/06	Nick Bayer	NOAA
26)		Listing of CWIP projects that were completed in FY 2006 which include the project name, project codes, dollar amounts, date of completion and property ID number for the following periods:  October 1, 2005 - June 13, 2006 June 14, 2006 - September 30, 2006	Interim 2 Final	a. 7/17/06 b. 10/6/06	a. 7/17/06	Nick Bayer	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<i>Facilities Management (Satellites)</i>					
27)		CWIP Reconciliation for GOES I-M, GOES N Series, POLAR, METOP and NPOES for the period ending a. June 30, 2006 b. September 30, 2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	John Phillips	NOAA
28)		The most recent President's Budget Submission for Geostationary System and Polar Orbiting System.	Interim 2	7/10/06	7/10/06	John Phillips	NOAA
29)		Listing of capitalizable satellites ground system projects as of a. June 30, 2006 b. September 30, 2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	John Phillips/Linda Williams	NOAA
30)		Status of all GOES and POLAR Satellites signed by program managers as of: a. 6/30/2006 b. 9/30/2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	John Phillips	NOAA
31)		Documentation for the GOES I-M, GOES N Series, POLAR and Metop:  <ul style="list-style-type: none"> <li>Estimated cost of Satellite worksheet</li> <li>Percentage of completion letter from NASA</li> <li>Listing of FY 2006 Accrued cost for all</li> </ul>					

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		<p>project codes</p> <ul style="list-style-type: none"> <li>• Listing of FY 2006 Obligation for all project codes</li> <li>• Listing of labor cost for FY 2006</li> <li>• Listing of overhead cost for FY 2006</li> <li>• Listing of cost adjustment for FY 2006</li> <li>• Query of FY 2006 cost (to be discussed)</li> <li>• SOCC Costs spreadsheets for satellites capitalized</li> <li>• Report of property constructed and handover letter from NASA for satellites capitalized in FY06.</li> <li>• NASA POP Cost Plan by Fiscal Year for NOAA Metop</li> </ul> <p>For the periods:</p> <p>a. October 1, 2005 – June 30, 2006</p> <p>b. July 1, 2006 – September 30, 2006</p> <p>Note: All listing should agree to the CA500D CWIP Report</p>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	John Phillips/Maggie Ekard	NOAA
32)		<p>Documentation for NPOES:</p> <ul style="list-style-type: none"> <li>• NPOES summary of cost and obligation</li> <li>• FY 2006 obligations summary and obligation detail for object class 2500.</li> </ul>					

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<ul style="list-style-type: none"> <li>Summary of Cost adjustments</li> <li>FY2006 cost (FCFY 06)</li> <li>FY2005 cost (FCFY 05)</li> <li>Query of FY 2006 cost (to be discussed)</li> </ul> <p>For the periods:</p> <p>a. October 1, 2005 – June 30, 2006</p> <p>b. July 1, 2006 – September 30, 2006</p>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	John Phillips/ Carol Breger	NOAA
		<i>Facilities Management (Inventory)</i>					
33)		Name of contact person, phone number, and location for the physical inventories planned for NRC and NLSC as of June 13 2006.	Interim 2	06/02/2006	6/02/06	Mike Vandeusen	NOAA
34)		Detail listings of all inventories as of June 13 and September 30, 2006 for:  a. NRC b. NLSC	Interim 2 Final	For both NRC and NLSC:  a. 06/16/2006 b. 10/2/2006	a. 6/15/06	Eric Parr/ Tim Batliner	NOAA
35)		Rollforward of inventory balances from June 13 to September 30, 2006 for  a. NRC b. NLSC	Final	a. 10/06/2006 b. 10/06/2006		Eric Parr/ Tim Batliner	NOAA
36)		Annual inventory valuation schedule					



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		including a reconciliation from the detail listing obtained from the field as of June 13 to the balances reported in the statements for:  a) NLSC operating materials and supplies b) NRC operating materials and supplies This schedule should also include supporting documentation for the computation of inventory obsolescence reserve at June 13, 2006, and should include supporting documentation for all reconciling items.	Interim 2	a. 07/10/2006 b. 07/10/2006	a. 7/13/06	Eric Parr/ Tim Batliner	NOAA
37)		Annual inventory valuation schedule including a reconciliation from the detail listing obtained from the field as of September 30, 2006, to the balances reported in the statements for:  a) NLSC operating materials and supplies b) NRC operating materials and supplies This schedule should also include supporting documentation for the computation of inventory obsolescence reserve at September 30, 2006, and should include supporting documentation for all reconciling items.	Final	a. 10/06/2006 b. 10/06/2006		Eric Parr/ Tim Batliner	NOAA
38)		Documentation supporting the price valuation for all inventory sample items selected (TBD).	Interim 2	5 business days after notification of sample items		Eric Parr	NOAA
39)		Updated inventory count procedures and other	Interim 2			Eric Parr/ Tim	NOAA

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		controls in place at both NRC and NLSC.		6/13/2006, or earlier	6/15/06	Batliner	
		<i>Facilities Management (Capital Leases)</i>					
40)		A report of Real Property future minimum lease payments for capital leases as of: a. June 13, 2006 b. September 30, 2006	Interim 2 Final	a. 7/19/06 b. 10/6/06	a. 7/10/06	Mary Ann Whitmeyer/Gina Ziegenbein	NOAA
41)		Detail listing of leases where NOAA is the lessor as of: a. June 13, 2006 b. September 30, 2006	Interim 2 Final	a. 7/19/06 b. 10/6/06	a. 7/19/06	Mike Vandeusen	NOAA
42)		Any spreadsheets for GSA rent projections for real property leases, and supporting documentation for baseline rent and escalation factor for:  a. June 13, 2006 b. September 30, 2006	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	Gina Ziegenbein	NOAA
43)		Detail listing of personal property capital				Brian Mason	NOAA

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		<p>leases as of:</p> <p>a. June 13, 2006 b. September 30, 2006</p> <p>Also, supporting documentation for all FY2006 leases selected for detail testwork (TBD) and explanations for all changes to leases audited in prior years including type of property, terms, support for lease classification, future minimum lease payments schedule for fiscal year 2007 through fiscal year 2011, and the sum of the future minimum payments for fiscal year 2012 and thereafter, and access to lease agreements.</p>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/18/06		
44)		<p>Detail listing of real property capital leases as of:</p> <p>a. June 13, 2006 b. September 30, 2006</p> <p>Also, supporting documentation for all FY2006 leases selected for detail testwork (TBD) and explanations for all changes to leases audited in prior years including type of property, terms, support for lease</p>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	Gina Ziegenbein	NOAA

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		classification, future minimum lease payments schedule for fiscal year 2007 through fiscal year 2011, and the sum of the future minimum payments for fiscal year 2012 and thereafter, and access to lease agreements.					
45)		<p>A rollforward of additions, retirements, and ending balances to personal property capital leases for the following periods:</p> <p>a. October 1, 2005 – June 13, 2006 b. June 14, 2006 – September 30, 2006</p> <p>The rollforward should reflect the following columns: beginning balances, additions, deletions/retirements, adjustments, and ending balances. For all rollforwards:</p> <ul style="list-style-type: none"> <li>Beginning balance should agree to the prior period's audited ending balance.</li> <li>Ending balance should agree to the respective general ledger</li> <li>Activity balances should agree to the Sunflower detail activity reports for the period.</li> <li>Supporting documentation should be provided for all adjustments to beginning balances.</li> </ul>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/18/06	Brian Mason	NOAA

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46)		<p>A rollforward of additions, retirements, and ending balances to real property capital leases for the following periods:</p> <p>a. October 1, 2005 – June 13, 2006 b. June 14, 2006 – September 30, 2006</p> <p>The rollforward should reflect the following columns: beginning balances, additions, deletions/retirements, adjustments, and ending balances.</p> <p>For all rollforwards:</p> <ul style="list-style-type: none"> <li>Beginning balance should agree to the prior period's audited ending balance.</li> <li>Ending balance should agree to the respective general ledger</li> <li>Activity balances should agree to the Sunflower detail activity reports for the period.</li> <li>Supporting documentation should be provided for all adjustments to beginning balances.</li> </ul>	Interim 2 Final	a. 7/10/06 b. 10/6/06	a. 7/10/06	Gina Ziegenbein	NOAA
		<i>Resource Management</i>					
47)		Appropriation fund code listing for FY06	Interim 1	4/17/2006	3/28/06	Danny O'Berry	NOAA /BIS

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48)	*	Listing of total budget authority and transfers associated with NOAA and BIS for each Treasury symbol under NOAA's responsibility as of March 31, 2006 (Line 3A and Line 4 from March SF-133)	Interim 1	4/14/2006	4/12/06	Danny O'Berry/Kathy Dillehay	NOAA /BIS
49)		Appropriation Act indicating the budget authority approved by Congress and the President for the sampled appropriations (TBD).	Interim 1	4/17/2006	4/12/2006	James LeDuc	NOAA
50)		FY 2006 Financial operating plan.	Interim 1	4/17/2006	4/12/2006	James LeDuc	NOAA
51)		SF-133s for the sampled appropriation codes (TBD) and supporting documentation (i.e. Appropriation Warrants Report, SF-1151, Journal entries, etc.) for 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> quarter of 2006.  Please provide drafts as available.  "Please provide the final version of the SF-133 as well as the signed-off draft FACTS II version."	Interim 1 Interim 2 Final	2 <sup>nd</sup> Qtr – 4/28/2006  3 <sup>rd</sup> Qtr- 7/28/2006  4 <sup>th</sup> Qtr- 10/27/2006	2 <sup>nd</sup> Qtr – 4/27/06  3 <sup>rd</sup> Qtr - 7/13/06	Danny O'Berry/Kathy Dillehay	NOAA
52)		Copies of Adjusted Excel General Ledger Trial Balance for every fund code for each sampled Appropriation in #49 above (up to SF-133 column)	Interim 1 Interim 2 Final	2 <sup>nd</sup> Qtr – 4/28/2006  3 <sup>rd</sup> Qtr- 7/17/2006	2 <sup>nd</sup> Qtr – 4/27/06  3 <sup>rd</sup> Qtr - 7/13/06	Danny Oberry	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
				4 <sup>th</sup> Qtr- 10/06/2006			
53)		Public Law documents for FY 2006 (i.e. rescissions or other changes to the appropriation) for sampled appropriations in #49 above.	Interim 1	4/28/2006	4/12/2006	James LeDuc/Zoreida Vazquez	NOAA /BIS
54)		Combined Statement of Budgetary Resources as of 9/30/06	Final	10/13/06		Mike Vandeusen	NOAA /BIS
55)		"Statement of Budgetary Resources vs. SF-133 Comparison" as of and for the Period Ending 9/30/06.	Final	10/30/2006 or as available		Mike Vandeusen	NOAA /BIS
56)		SF-132s for appropriation codes selected in #49 above for the 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> quarter	Interim 1  Interim 2  Final	2 <sup>nd</sup> Qtr – 4/28/2006  3 <sup>rd</sup> Qtr- 7/17/2006  4 <sup>th</sup> Qtr- 10/06/2006	2 <sup>nd</sup> Qtr – 4/27/06  3 <sup>rd</sup> Qtr - 7/13/06	Danny O'Berry/Kathy Dillehay	NOAA
57)		FY06 Conference Report for NOAA/BIS showing amounts appropriated for each project. This should tie to the Funds Control Document requested for final in #59 below.	Interim 1	4/17/2006	4/17/2006	James LeDuc/Zoreida Vazquez	NOAA /BIS
58)		Line office budget officers' obligation variance analysis as of 3/31/06.	Interim 1	4/17/2006	4/17/06	James LeDuc	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
59)		Funds Control Document (Obligations to Appropriations Document) as of September 30, 2006, including explanation of what each column represents.	Final	10/06/2006		James LeDuc	NOAA /BIS
60)		Walkthrough the CBS system screen-prints to document adherence to FY 06 budget.	Interim 1	4/17/2006	By Appt.	James LeDuc	NOAA /BIS
61)		Budgetary to Proprietary Accounts Analysis for the selected appropriations in #49 above (Tie-Points).	Final	10/13/2006		Danny O'Berry/Kathy Dillehay	NOAA
62)		Account Classification Code Structure	Interim 1	4/17/2006	4/17/2006	Brad Hickson	NOAA
		<i>Credit Risk Management</i>					
63)		Detail listing of direct loans (from the subsidiary ledger) for the following loan programs, as of March 31, June 30, and September 30, 2006: <ul style="list-style-type: none"> <li>• Coastal Zone Management Fund (Fund P)</li> <li>• Fishing Vessel Obligation Guarantee (FVOG)</li> <li>liquidating account (Fund N)</li> <li>financing account (Fund F)</li> <li>• Fisheries Financing Account (Fund E)</li> <li>■ Pacific Groundfish Buyback (Fund E)</li> <li>■ Pollock Buyback (Fund E)</li> <li>■ Notes Receivable (Fund N)</li> <li>■ Any new disbursed loans</li> </ul>	Interim 1  Interim 2  Final	a. 4/17/06  b. 7/17/06  c. 10/06/06	a. 4/17/06  b. 7/19/06	Mark St. Clair	NOAA
64)		E Fund (including Tuna Fleet) – Loan portfolio spreadsheets by cohort, showing fiscal year disbursements.	Final	10/06/06		Kim Klein	NOAA



Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
65)		Detail listing of E fund loans as of <i>August 31</i> , 2006	Final	9/18/06		Mark St. Clair	NOAA
66)		Detail listing of all FY 2006 new loan guarantee defaults at June 30 and September 30, 2006.	Interim 2 Final	a. 7/10/06 b.10/06/06	a. 7/10/06 Located on Station 2611	Mark St. Clair	NOAA
67)		Descriptive documentation for new approved loan programs in FY 2006, if applicable.	Interim 1	4/17/06	a. 4/17/2006 No new approved loans at this time.	David Moyer	NOAA
68)		Calculations supporting the “Allowance for Doubtful Loans” for Coastal Zone Management Fund (Fund P) and Summary of Loans Loss Provisions as of September 30, 2006.	Final	10/06/06		Barbara MacNeill / Ruth Best	NOAA
69)		Fishing Vessel Obligation Guarantee (FVOG) liquidating account (FUND N) – N Fund Collectibility Estimates as of March 31, June 30, and September 30, 2006. Allowance for loss calculations as of March 31, June 30, and September 30, 2006.	Interim 1 Interim 2 Final	a.04/17/06 b.07/17/06 c.10/06/06	a. 4/17/06 b. 7/13/06	Kim Klein	NOAA
70)		Appraisal of Port Arthur properties as of fiscal year ended 9/30/06.	Final	10/06/06		Barbara MacNeill / Ruth Best	NOAA
71)		E Fund – Interest Accrual Report as of 6/30/06 and 9/30/06.	Interim 2 Final	a. 07/17/06 b. 10/06/06	a. 7/13/06	Kim Klein	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
72)		A summary and detail report for Federal Ship Financing Fund contingent liability as of 9/30/06	Final	10/06/06		Mark St. Clair	NOAA
73)		F Fund – Gulf King Services, OGRG-007 & OGRG-008 Status Report for FY06	Final	10/06/06		David Moyer	NOAA
74)		Portfolio Review and Risk Assessment (Sensitivity Analysis) for FY06	Final	10/06/06		David Moyer	NOAA
75)		Schedule that details the average contingent liabilities for loan losses in the liquidating account since 1981, the annual defaults (demand paid), annual collections (from collateral).	Final	10/06/06		David Moyer	NOAA
76)		List of Fisheries Finance Program – Cash Inflows and Outflows calculated through September 30, 2006, used for the calculation of the default and recovery rates.	Final	10/06/06		David Moyer	NOAA
77)		Subsidy re-estimates for each cohort calculated by NMFS as of September 30, 2006.	Final	10/02/06		Kim Klein	NOAA
78)		Credit reform interest rates.	Final	10/02/06		Kim Klein	NOAA
79)		Copy of IPAC transaction printout for Treasury interest income and expense for FY 2006 for funds 13X4324 and 13X4314.	Final	10/06/06		Kim Klein /Susan Tyler	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
80)		Schedule for Reconciling Subsidy Allowance, separated by loan program	Final	10/06/06		Kim Klein	NOAA
81)		Subsidy expense calculation worksheet by component and support for FY06 subsidy component rates.	Final	10/06/06		Kim Klein	NOAA
82)		Query showing breakdown of subsidy allowance amortization.	Final	10/06/06		Kim Klein	NOAA
83)		Nonexpenditure Transfer Authorization forms supporting the Debt to Treasury amount for funds 13X4324 and 13X4314.	Final	10/06/06		Danny O'Berry/Kathy Dillehay	NOAA
84)		"Intragovernmental Fiduciary Confirmation System" (IFCS) printout supporting the Debt to Treasury balance at 9/30/06 for 13X4324 and 13X4314.	Final	10/06/06		Danny O'Berry /Kim Klein	NOAA
85)		Credit Subsidy Calculator (CSC) reestimate worksheets and cash flow reestimate electronic files.  Also provide summary sheets, if available.	Final	10/06/06		Kim Klein	NOAA
86)		A detail listing of foreclosed properties related to liquidating account and FVOG (if applicable) as of 9/30/06	Final	10/06/06		Kim Klein	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
87)		Calculation of realized gain on the sale of collateral for fiscal year ended 9/30/06	Final	10/06/06		Kim Klein	NOAA
88)	*	Reconciliation of the Liability for Loan Guarantees and the Subsidy Allowance for the F fund (13X4314).	Final	10/06/06		Kim Klein	NOAA
89)	*	Calculations supporting the gain/loss on Port Arthur sales.	Final	10/06/06		Kim Klein	NOAA
		<i>Customer Billing</i>					
90)		Balance of seized and forfeited property at June 30, and a roll forward from June 30 to September 30, 2006, and access to supporting documentation for such activity.	Interim 2 Final	a. 7/17/06 b. 10/06/06	a. 7/17/06	Mark St. Clair/ Michele Kuruc	NOAA /BIS
91)		Detail listing of CMP cases assessed or settled in October 2006 as of 10/25/06	Final	10/25/05		Mark St. Clair	NOAA /BIS
92)		EMIS report of only legally enforceable cases as of 9/30/06.	Final	10/06/06		Michele Kuruc	NOAA /BIS
93)		Data file and listing containing all cash receipts from: <ul style="list-style-type: none"> <li>October 1, 2005 through March 31, 2006;</li> <li>April 1, 2006 through June 30, 2006;</li> <li>July 1, 2006 through August 31, 2006; and</li> <li>September 1 through September 30, 2006 via CD-Rom, with a reconciliation to the General Ledger.</li> </ul>	Interim 1 Interim 2 Final	a. 04/10/06 b. 07/10/06 c. 09/18/06 d. 10/06/06	a. 4/10/06 b. 7/10/06	Nancy Eadie / Bob Wolin	NOAA/ BIS
94)		Detailed electronic file for unfilled customer orders without advance (acct # 4221) and unfilled customer orders with advance (acct #	Interim 1 Interim 2 Final	a. 04/10/06 b. 07/10/06 c. 09/18/06		Nancy Eadie / Bob Wolin	NOAA/ BIS

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		4222) issued from: <ul style="list-style-type: none"> <li>■ October 1, 2005 through March 31, 2006;</li> <li>■ April 1, 2006 through June 30, 2006;</li> <li>■ July 1, 2006 through August 31, 2006; and</li> <li>■ September 1 through September 30, 2006.</li> </ul> Reconciliation of the data files listed above to the general ledger.		d. 10/06/06	a. 4/10/06 b. 7/10/06		
95)		Electronic data files from <b>CBS</b> along with reconciliation of data files to the general ledger for the detail listing of total billed <u>accounts receivable and total unbilled accounts receivable</u> : <ul style="list-style-type: none"> <li>a. balance as of June 30, 2006</li> <li>b. activity for the period of July 1 -September 30, 2005 (with a roll forward from June 30 to September 30, 2006).</li> </ul>	Interim 2 Final	a. 07/10/06 b. 10/06/06	a. 7/10/06	Nancy Eadie / Bob Wolin	NOAA
96)		Weekly electronic data files for listing of cash receipt for the month of October 2006 from CBS along with reconciliation to the general ledger for the following periods: <ul style="list-style-type: none"> <li>a. October 1 – October 8, 2006</li> <li>b. October 9 – October 15, 2006</li> </ul>	Final	a. 10/09/06 b. 10/16/06		Nancy Eadie / Bob Wolin	NOAA/ BIS
97)		Obtain a copy of the TROR Report on Accounts and Loans Receivable Due from the	Final	10/20/06		Tony Furnia	NOAA/ BIS

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		Public for each quarter in fiscal year 2006.					
98)		Detail listing of Civil Monetary Penalties accounts receivable balance from <b>CBS</b> as of September 30, 2006, including aging analysis and support for “Allowance for Uncollectible Account Receivable” and “Bad Debt Expense” as of September 30, 2006.	Final	10/06/06		Danny O’Berry	NOAA/ BIS
99)		Documentation of any new procedures with regard to Civil Monetary Penalties implemented after 9/30/05.	Final	10/06/06		Mark St. Clair/Michele Kuruc	NOAA/ BIS
100)		A list of cases sent to the Dept. of Justice for civil penalty action, consultation for civil collection action, or civil forfeiture action as 9/30/05.	Final	10/06/06		Michele Kuruc	NOAA/ BIS
101)		Aging Analysis of accounts receivable as of June 30, 2006 and September 30, 2006, detailing amounts that are current, over 30, 60, 90, and over 90 days old.	Interim 2 Final	a.07/17/06 b.10/06/06	a. 7/17/06	Danny O’Berry/Kathy Dillehay	NOAA/ BIS
102)		Detailed list of Deferred Revenue (Account 2310) for the period 10/1/05-6/30/06; and 7/1/06-9/30/06	Interim 2 Final	a.07/10/06 b.10/06/06	a. 7/10/06	Nancy Eadie / Bob Wolin	NOAA/ BIS
103)		Obtain a listing of fiscal year 2006 accounts receivable write-offs for each quarter in 2006.	Final	10/06/06		Hsiying Wang	NOAA/ BIS
		<i>Grants Management</i>					
104)		A detail list of all FY 2006 grant obligations unpaid (48x1) and paid (48x2) as of March 31, June 30, and August 31, 2006.	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/10/06 c. 09/18/06	a. 4/10/06 b. 7/10/06	Nancy Eadie / Bob Wolin	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
105)		A detail list of all active awards at March 31, June 30, and August 31, 2006.	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/10/06 c. 09/18/06	a. 4/17/06 b. 7/10/06	Patricia Rauch	NOAA
106)		A detail list of grant awards expired as of March 31, June 30, and August 31, 2006—including expiration date, start date (if possible), award number, grant recipient name, and federal dollar amount. This list should be in ascending order by expiration date, group award numbers by line office, and show total number and amount of awards. The listing at June 30 should be rolled forward from the March 31 listing, etc.	Interim 1  Interim 2 Final	a. 04/17/06  b. 07/10/06 c. 09/18/06	a. 4/17/06 b. 7/10/06	Patricia Rauch	NOAA
107)		A detail listing of grants awarded that were closed in FY 06, as of June 30, and August 31, 2006. Also a roll forward of this listing from August 31 to September 30, 2006.	Interim 2  Final	a. 07/10/06 b. 09/18/06 c. 10/06/06	a. 7/10/06	Patricia Rauch	NOAA
108)		A list of names that are authorized in signing CD-435's for grants.	Interim 1	04/17/06	4/17/2006	Patricia Rauch	NOAA
109)		Calculation as of June 30, 2006 supporting Accrued Grants (Negative Cash on Hand) using undelivered orders, including system queries supporting undelivered orders amounts.	Interim 2	07/10/06	7/10/06	Patricia Rauch	NOAA
110)		Estimate of Grant Advances (Positive Cash on Hand) at 6/30/06 using query reports from	Interim 2	07/10/06		Patricia Rauch	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		ASAP detailing the balances reported by grantees on latest submission.			7/10/06		
111)		A list of legal counsel attorneys who are authorized to provide legal clearance of NOAA awards.	Interim 1	04/17/06	4/12/06	Patricia Rauch	NOAA
112)		Detail listings at June 30, 2006, (via hard copy) of: a. Advances (other than grants) b. Travel advances	Interim 2	a. 7/10/06 b. 7/10/06	a. 7/10/06	Nancy Eadie / Bob Wolin	NOAA
113)		A detail list of all grantees subject to A-133 compliance.	Final	10/06/06		Patricia Rauch	NOAA
		<i>Financial Management (FBWT)</i>					
114)		<i>Statement of Transactions</i> (SF 224) for NOAA's agency location code (ALC) for March, June, and September 2006.	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/17/06 c. 10/06/06	a. 4/17/06 b. 7/13/06	Nancy Eadie	NOAA /BIS
115)	*	Deposit Ticket/Debit Voucher Listing for the months of March and April (Interim 1), June and July (Interim 2), September and October (Final) 2006.	Interim 1  Interim 2	a. 04/17/06 and 05/17/06 b. 07/17/06 and 08/18/06 c. 10/10/06 and 11/06/06	a. 4/17/06 b. 7/13/06	Nancy Eadie/ Ruth Ann Bond	NOAA /BIS



Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
			Final				
116)		<i>Statement of Difference</i> (TFS 6652) for March, June, and September 2006, along with reconciliation of the general ledger amounts to report amounts, including supporting documentation.	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/17/06 c. 10/10/06	a. 4/17/06 b. 7/13/06	Nancy Eadie	NOAA /BIS
117)		SF 2108 Year-end closing statement. Please provide a draft, if available sooner.	Final	10/27/06		Danny O'Berry/Kathy Dillehay	NOAA /BIS
118)		2006 Reconciliations of the General Ledger Cash Accounts to SF 224 for months of March, June, and September 2006, and supporting schedules.	Interim 1 Interim 2 Final	a. 04/28/06 b. 07/28/06 c. 10/20/06	a. 4/28/06 b. 7/28/06	Nancy Eadie	NOAA /BIS
119)		Copies of FMS 6653, FMS 6654 and FMS 6655 for March, * June, and September 2006.  * Effective June 30, 2006, FMS will replace these reports with the Governmentwide Account Statement application.*	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/17/06 c. 10/16/06	a. 4/17/06 b. 7/13/06	Nancy Eadie	NOAA /BIS
120)		Listing of receipts considered undeposited receipts as of fiscal year ended 9/30/06.	Final	10/06/06		Nancy Eadie	NOAA /BIS
121)		Detail listing of the foreign currency receipts and disbursements for FY05 as of 6/30/06 and 9/30/06	Interim 2 Final	a. 07/17/06 b. 10/06/06	a. 7/17/06	Nancy Eadie /Karen Green	NOAA /BIS
122)		Listing of all petty cash and imprest funds as of June 30 and September 30, 2006 including	Interim 2	a. 07/10/06		Danny O'Berry	NOAA /BIS

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		amount and location, plus the name and phone number of custodian. The information at the ASC's should be provided to HQ. The total should agree to the General Ledger.	Final	b. 10/06/06	a. 7/10/06		
123)		Investment and Redemption Fund Register for all funds as of June 30 and September 30, 2006. Copies of transaction confirmations from Treasury for each investment and redemption.	Interim 2 Final	a. 07/17/06 b. 10/06/06	a. 7/17/06	/Kathy Dillehay	NOAA /BIS
124)	*	Detail listing of activity in the 1010 account for suspense funds (FC 64-67) for the periods: <ul style="list-style-type: none"> <li>10/01/05 – 6/30/06</li> <li>7/01/06 – 9/30/06</li> </ul>	Interim 2 Final	a. 07/10/06 b. 10/06/06	a. 7/10/06	Nancy Eadie	NOAA /BIS
125		Listing of all cash on deposit with financial institutions, if any, as of June 30 and September 30, 2006, by institution, including the type of each account, corresponding account numbers and the names of individuals having signatory authority for each account.	Interim 2 Final	a. 07/10/06 b. 10/06/06	a. 7/10/06	Mike Vandeusen	NOAA /BIS
		<i>Procurement</i>					
126)		Financial Document Distribution Listing (if different from the FY 2005 listing).	Interim 2	07/10/06	7/6/06	Lois Coleman	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
127		<p>Data file containing all cash disbursements by object class code via CD-Rom for:</p> <ul style="list-style-type: none"> <li>October 1, 2005 through March 31, 2006;</li> <li>April 1 through June 30, 2006;</li> <li>July 1 through August 31, 2006; and</li> <li>September 1 through September 30, 2006.</li> </ul> <p>Reconciliation of the above to the General Ledger.</p>	Interim 1 Interim 2 Interim 3 Final	<p>a. 04/10/06 b. 07/10/06 c. 09/18/06 d. 10/04/06</p>	<p>a. 4/10/06 b. 7/10/06</p>	Nancy Eadie / Bob Wolin	NOAA
128.		Electronic detail data files of undelivered orders from CBS (GLD 173 Version B) along with reconciliation data files to the general ledger as of September 15, 2006.	Interim 2	09/20/06		Marti Iacono	NOAA/ BIS
129		Data files from CBS for undelivered orders for the period ending September 30, 2006.	Final	10/06/06		Marti Iacono	NOAA/ BIS
130		<p>Electronic data files from <b>CBS</b> (GLD 172 B) along with reconciliation of data files to the general ledger:</p> <ul style="list-style-type: none"> <li>Detail listing of accounts payable as of June 30 and September 30, 2006.</li> </ul>	Interim 2 Final	<p>a. 07/10/06 b. 10/06/06</p>	a. 7/10/06	Marti Iacono	NOAA/ BIS
131		Detail listing of disbursements by object code for the periods:	Final	a. 10/09/06		Nancy Eadie / Bob Wolin	

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<ul style="list-style-type: none"> <li>■ October 1- October 7, 2006;</li> <li>■ October 8 - October 14, 2006</li> <li>■ October 15 – October 21, 2006</li> <li>■ October 22 – October 28, 2006</li> </ul>		b. 10/16/06			
132		FY 2006 payment performance data submitted to DOC, as required by OMB Circular A-125 and the <i>Prompt Payment Act</i> .	Final	10/09/06		Lois Coleman	NOAA
133		Listing of contingent liabilities (e.g. guarantees or endorsements, incurred but unreported claims, irregularities involving management or employees, unfunded, pension costs, cases transferred to the Department of Justice, etc.) as of September 30, 2006.	Final	10/16/06		Mike Vandeusen	NOAA
134		Detail listing of all contracts identified as having contract retainage provisions as of 6/30/06 and 9/30/06.	Interim 2 Final	a. 07/10/06 b. 10/06/06	a. 7/10/06	Don Kraus	NOAA
135		For contracts: detail listing of contract retainages with total accrued cost that have been withheld as of 6/30/06 and 9/30/06.	Interim 2 Final	a. 07/10/06 b. 10/06/06	a. 7/10/06	Don Kraus	NOAA
136		Detail listing of all other liabilities as of June 30, 2006 and September 30, 2006 (Rollforward).	Interim 2 Final	a. 07/19/05 b. 10/07/05	a. 7/17/06	Mike Vandeusen	NOAA
137		Aging analysis for accounts payable (GLD 172 G) that indicates amounts outstanding 30, 60, 90, and over 90 days, as of June 30,	Interim 2 Final	a. 07/17/06 b. 10/13/06	a. 7/10/06	Marti Iacono	NOAA /BIS

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		2006 and September 30, 2006.					
138		Aging analysis for undelivered orders that indicate amounts outstanding 30, 60, 90, and over 90 days as of September 15, 2006 and September 30, 2006, if available.	Final	a. 09/20/06 b. 10/06/06		DOC OFM	NOAA
139		Project Code Listing for all goals (Budgeting Office) as of June 30, 2006.	Interim 2	07/10/06	07/18/06	Daniel Bess	NOAA
140		The FY 06 Internal Fund Cost allocation rates.	Final	10/06/06		Thomas Santymire	NOAA
141		The FY 06 balance for deferred Credits as of 9/30/06.	Final	10/16/06		Mike Vandeusen	NOAA
142		Disbursement report for Prompt Pay Act for the periods of 10/1/2005 - 6/30/2006 and 7/1/06 – 9/30/06. This report should show all payments made to vendors and have the following fields: 1. Vendor name 2. Invoice number (and any other information that help locating the supporting documents) 3. Invoice amount and amount paid 4. Date invoice was received 5. Date invoice was paid 6. Interest paid, if any" 7. If item was flagged as "do not pay interest penalty"	Interim 2  Final	a. 07/10/06  b. 10/06/06	a. 7/10/06	Karen Green	NOAA/ BIS
143		The detail schedules for Prepayments for both Intergovernmental and Governmental as of June 30, 2006 and September 30, 2006.	Interim 2  Final	a. 07/19/06  b. 10/13/06	a. 7/19/06	Mike Vandeusen	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<i>Human Resources</i>					
144		NFC Payroll Reports listing NOAA/BIS employees who were paid for pay periods between June 1, 2006 through August 31, 2006.	Final	09/18/06		Renita Richardson	NOAA/ BIS
145		Listing of NOAA Corps employees via the Roster of Commissioned Officers as of January 1, 2006.	Interim 2	07/10/06	7/13/06	Katherine Raymond	NOAA/ BIS
146		Access to Personnel files for NOAA/BIS and NOAA Corps employees.	Interim 2 Final	a. 07/19/06 b. 10/13/06	Via access	Renita Richardson / Katherine Raymond	NOAA/ BIS
147		Reconciliation of <b>CBS</b> payroll expenses to include: <b>CBS</b> query of actual and estimated payroll expenses for object classes 11, 12, 13, and 14 as of September 30, 2006.	Final	10/06/06		Nancy Eadie	NOAA/ BIS
148		Object Class Year-end Summary Report (Object class 1230-1237) for Employer Contributions to Retirement.	Final	10/06/06		Nancy Eadie	NOAA/ BIS
149		CBS report detailing the actual monthly payroll expense and each months FMS 6653: Undisbursed Appropriation Account Ledger for the period October 1, 2005 through September 30, 2006, as well as CBS report detailing the actual payroll expense for October 2006.	Final	10/06/06  11/03/06 (October 2006 expense)		Nancy Eadie	NOAA/ BIS
150		Obtain a CBS print out, for each month, of	Final	10/06/06		Carolyn Harris	NOAA/

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		NOAA Corps Plan & Obligation detail, which is broken down between object classes.					BIS
151		Year-end payroll accrual computation.	Final	10/06/06		Nancy Eadie	NOAA/ BIS
152		NFC Focus Report used to support accrued annual leave for both NOAA and BIS and NOAA Corps Pay Leave Status Report, detailed by individual, as of September 30, 2006.	Final	10/06/06		Michael Rothschild/Zina Finkelshteyn	NOAA/ BIS
153		CBS query for the number of employees for both NOAA and BIS at year-end.	Final	10/06/06		Nancy Eadie	NOAA/ BIS
154		NOAA Corps Pension Actuarial Report as of 9/30/06 <i>and</i> NOAA Corps FY 2006 Pension Data File (details the social security number, birth date, hire date, sex, and monthly salary/benefit amount for each active duty personnel, retired annuitant, disabled annuitant, & surviving family), both from Hay Huggins Company, Inc.	Final (or when available)	10/06/06		Carolyn Harris	NOAA
155		Health benefits actuarial report as of 9/30/06 from Hay Huggins Company, Inc for the NOAA Corps.	Final (or when available)	10/06/06		Carolyn Harris	NOAA
156		2006 FECA Liability calculation for both NOAA and BIS.	Final	10/13/06		Mike Vanduesen	NOAA/ BIS
157		Imputed Cost Calculation ■ Quarterly DOC Accounting for Pensions and Other Retirement Benefits Report	Final	10/13/06		Mike Vanduesen	NOAA/ BIS

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
		<ul style="list-style-type: none"> <li>NOAA/BIS prepared spreadsheets detailing the pension and ORB expense calculation (electronic copy if available)</li> <li>FY 2006 Retirement and Other Benefits Calculation of 1<sup>st</sup> and 4<sup>th</sup> Quarter Conversion Factors</li> </ul> FY 2006 Cost Factors Imputed cost factors related to FEHB for each quarter of FY 2006.					
		<i>Environmental Management</i>					
158		List of all environmental projects at June 30 and September 30, 2006.	Interim 2 Final	a. 07/07/06 b. 10/02/06	a. 7/19/06	Minh Trinh	NOAA
159		List of all environmental liabilities as of June 30 and September 30, 2006. This listing should be presented in a rollforward format.  The rollforward should reflect the following columns: beginning balances, additions, deletions, adjustments, and ending balances.  For this rollforward: a. Beginning balance should agree to the prior period's audited ending balance. b. Ending balance should agree to the respective general ledger.	Interim 2 Final	a. 07/07/06 b. 10/02/06	a. 7/19/06	Minh Trinh	NOAA
160	*	Detail supporting the environmental projects and liabilities selected for test work (TBD).	Interim 2	5 days		Minh Trinh	NOAA



Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
			Final	following notification of sample items			
161		“Environmental Liability – Estimated Environmental Costs for FY 2006” information packet.	Interim 2	07/07/06	7/19/06	Minh Trinh	NOAA
162		Organization chart for FY 2006	Interim 2	07/07/06	7/19/06	Minh Trinh	NOAA
163		FY 2006 Environmental Compliance Status Reports for all quarters.	Interim 2 Final	a. 07/07/06 b. 10/02/06	a. 7/19/06	Minh Trinh	NOAA
164		Listing of all FY 2006 assessments performed by NECSAS.	Interim 2 Final	a. 07/07/06 b. 10/02/06	a. 7/19/06	Minh Trinh	NOAA
165	*	Detail supporting documentation for all FY 2006 assessments selected for test work (TBD).	Interim 2 Final	5 days following notification of sample items		Minh Trinh	NOAA
166		Updated resumes for Bernie Denno, RECOs, and other specialists computing cost estimates.	Interim 2	07/07/06	7/10/06	Minh Trinh	NOAA
167		Copy of or access to the ECS Council Meeting and Decisions minutes for FY 2006.	As available	As available		Minh Trinh	NOAA
		<i>Miscellaneous</i>					
168		Listing from NFC of individuals who charged time to 1TK3B% (Superfund) for the pay periods selected (TBD).	Interim 2	07/10/06	7/10/06	Nancy Eadie	NOAA

Item #	New Items *	Documents to be provided	Time/Phase	Date Requested	Date Received	Contact Person	Bureau(s)
169		General ledger as of 3/31, 6/30, and 9/30/06 (CBS GL109 T/B)	Interim 1 Interim 2 Final	a. 04/10/06 b. 07/10/06 c. 10/06/06	a. 4/10/06	Danny O'Berry	NOAA/ BIS
170		Support for long-term commitments and contingencies foot notes	Final	10/13/06		Mike Vanduesen	NOAA/ BIS
171		Supporting documentation for RSI/ RSSI	Final	10/13/06		Mike Vanduesen	NOAA/ BIS
172		Prior year adjustments as of March 31, June 30, and September 30, 2006. This should be a print out of SGL Account 7400 with supporting documentation for each sample item (TBD).	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/17/06 c. 10/11/06	n/a b. 7/17/06	Mike Vanduesen	NOAA/ BIS
173		Equity Analysis as of September 30, 2006	Final	10/11/06		Mike Vanduesen	NOAA/ BIS
174		ETB Report from Hyperion as of 3/31/06, 6/30/06, and 9/30/06.  Note: The 8/31/06 report cannot be provided because the ETB is only reported quarterly.	Interim 1 Interim 2 Final	a. 04/17/06 b. 07/17/06 c. 10/13/06 (September)	a. 4/18/06 b. 7/17/06	Mike Vanduesen	NOAA/ BIS
175		Financial Statements with footnotes as of March 31, 2005 and 2006; June 30, 2005 and 2006; and September 30, 2006.  Please also provide a flux analysis (for 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> quarter) to prior year balances with	Interim 1 Interim2 Final	a. 04/17/06 b. 07/17/06 c. 10/13/06	a. 4/18/06 b. 7/17/06	Mike Vanduesen	NOAA/ BIS

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		explanations for variances greater than 10% and \$10 million.					
176.		A memo from the Director of the Finance Office, indicating any subsequent events as of October 29, 2006, which may have a significant effect on the organization.	Final	10/27/06		Jon Alexander	NOAA/ BIS
177		Electronic data file (listing) of all manual journal entries (except payroll) posted to the general ledger (CBS) for the period October 1, 2005 to June 30, 2006; and July 1, 2006 to September 30, 2006.  Please include GJ#, date and time posted, G/L accounts affected, as well as total debit and credit amounts.	Interim 2  Final	a. 07/26/06  b. 10/13/06	Electronic file rec'd. 8/11/06	Danny O'Berry	NOAA/ BIS